



Invitation to Bid

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

HNS-19

58

Bid Walk & Bid Opening:

Project Address: 1347 Orvis St .		SAFE HOME CHARLOTTE	
Call project manager for full address		LEADS SAFE CHARLOTTE	
Bid Walk: 4/11/19 at 11:00 am			
Bid Opening: 4/18/19 at 2:00 pm			
Client Name: Robert Cochrane		Contact Number:	
Project Manager: Chuck Hitsman		Contact Number: 704-336 3495	

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Charles Hitsman(cell # 704-622 1685).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be opened at 600 East Trade St. immediately following the



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

above due date and time.

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 1347 Orvis St. to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$ _____)

Written total

Specs Dated: 02/27/2019 Number of Pages: 9

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

Project Start Date:

Completion Deadline:

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Charles Hitsman
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 29202
PH: (704) 336 3495
Fax: (704) 336-3489



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Prepared By:
City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address:	1347 Orvis St Charlotte, NC 28216	Owner:	Robert Cochrane
Structure Type:	Single Unit	Owner Phone:	Home: (704) 377-2005
Square Feet:	1886	Program(s):	Healthy Homes CDBG Tested- NO LEAD X - SH FY18 Not Ranked
Year Built:	1956		
Property Value:	82000		
Tax Parcel:	07508211		
Census Tract:			
Property Zone:	Council District 2		

Repairs

Description

Floor Room Exterior

All Contractor's Project Requirements

The contractor is responsible for:

Obtaining for all permits required. Said permits shall include all items in this scope of work.

Provide temporary toilet facilities from job start until approval of permanent facilities.

Provide AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

+COVER ALL INTERIOR FURNITURE WITH 4 ML POLY.

+COVER ALL FLOOR COVERINGS BEFORE WORK BEGINS TO PROTECT OWNERS FLOOR COVERINGS

+CLEAN & VACUUM INTERIOR OF DWELLING, ALL ROOMS AT END OF PUNCH-LIST

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Work Specification

Gas Furnace Replacement

Install a gas fired, forced air furnace with minimum AFUE rating of 90 or higher to existing plenum and gas line with electronic ignition. Include programmable thermostat, flue pipe and shut- off valve. Size furnace per heat loss analysis. Contractor to furnish Manual J calculations. Dispose of old furnace appropriately.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Air Conditioner Replace

Install new Energy Star Rated 14 SEER or higher air conditioner compatible with the indoor unit per the manufacturer's recommendations. Support unit on a level concrete pad with a minimum of 3' clearance around coil. Re-insulate bare areas of refrigerant piping. Properly dispose of existing unit.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

40 Gallon Gas Water Heater

Remove existing water heater and all obsolete or deteriorated flue piping and gas line and dispose of properly.

Install an insulated 40 gallon, glass lined, high recovery gas water heater with a 10 year warranty and an Energy Factor of .61 or greater.

Installation includes PRV valve and extension, drain pan with drain to the exterior, expansion tank, and new gas line and flue piping through the roof as necessary to meet the requirements of the Construction Specifications and Code.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Work Specification

Main Bathroom - Healthy Homes

Completely demo the existing bathroom. Remove all plumbing and electrical fixtures, doors and trim, and ceiling, wall, and floor coverings to the framing. Repair or replace all framing as necessary to meet the requirements of the Construction Specifications and the Building Code. Finished floor level will match adjoining room.

Rebuild the bathroom complete with all the following features:

- *floor, wall, and ceiling insulation at locations required by the Construction Specifications
- *ceiling mounted fan vented through the roof
- *switched light fixture over the vanity
- *GFCI outlet per Code
- *4 piece fiberglass shower surround with 4" curb
- *drywall and finish walls and ceiling
- *Resilient flooring over 1/4" underlayment
- *prehung six panel door and hardware
- *baseboard and shoe mold at standard locations
- *USE Existing commode - use new wax ring, raise/lower flange as needed to match new floor level.
- *24" vanity with cultured marble top and single handle faucet
- *3 piece bath hardware set (towel bar, paper holder, and towel ring)
- *mirror over vanity
- *walls and ceiling painted semi-gloss per Construction Specifications.
- *Install 3 handicap bars on 3 separate walls

All materials and construction methods shall meet the requirements of the relevant Construction Specifications and the NC Codes.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Ceiling Repair 1/2 Bath

Repair ceiling finish by spraying texture patch and then painting the ceiling white..Patch drywall or plaster holes in ceiling greater than one inch. All others use an adhesive mesh and mud over mesh with the appropriate material. Wet sand and smooth. Re-fasten loose ceiling fan.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Subfloor Repair & covering replacement - Kitchen

1. Remove damaged subflooring, plates, band and wall studs as needed. Level Floor. Replace with underlayment grade plywood to match level of existing flooring (CDX grade if new underlayment is required for entire room. 23/32" Advantech tongue and groove subflooring is also acceptable.
2. Install leveled 25 yr Resilient floor coverings.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Cabinets Base

Replace base cabinets. Cabinets to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

Include knobs

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Cabinets Wall

Replace wall cabinets. Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

1. Include knobs and valence across window opening.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Counter Tops Replace

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Double Bowl Sink Complete

Install a 18 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Kitchen - Healthy Homes

1. Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Include removing and repairing glued back splash materials.

Areas of shoe molding may need to be replaced or addressed to finish correctly. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls, ceilings and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Work Specification

Combination CO / Smoke Detector Hard Wired

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Smoke Detector Hard Wired

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

GFCI Receptacle 20 AMP

1. Kitchen
2. Main Bath
3. Laundry Area

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Electric Service 200 AMP

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Prep & Paint Exterior Surfaces

Prep and paint ALL exterior painted surfaces.

Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Prehung Metal Door Entrance FRONT

Remove existing door, frame and threshold. Install new Energy Star rated pre-hung exterior door. Insulate cavity. Install mortised dead bolt and lever handled door hardware keyed alike. Install wide peep sight. New casing and shoe molding will match existing. Apply primer and topcoat. This installation to include repairing any damaged header, door framing, to include wall framing, sub-floor, floor joists and sill.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Specialized custom caulkingCustom Drywall Spec

1. Very carefully , apply a thin-smooth bead of caulk at Master and 1/2 bath areas:
: Master-at tub surround to wall/floor, at vanity top to walls, at floors to tiled walls, at 1/2 bath vanity top to walls.

Caulk bead line will be: less than 3/8 inch wide at any point and smooth.

Bid Cost:	<u> X </u>	=	<u> </u>
	Base	Quantity	Total Cost

See Attached Lead Scope

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts.

Bid Cost:	<u> X </u>	=	<u> </u>
	Base	Quantity	Total Cost

Grab Bars - Master Bath

Install 1 1/2" diameter S/S Grab Bars on 3 walls at height of 36" (include wood blocking in wall. Each bar must hold 300 pounds). Owners choice of locations.

Bid Cost:	<u> X </u>	=	<u> </u>
	Base	Quantity	Total Cost

Outlet Cover Plate & New Outlet install - Bedroom #8

1. Replace missing or broken outlet cover plates.
2. Install new outlet on wall C, Room #8

Bid Cost:	<u> X </u>	=	<u> </u>
	Base	Quantity	Total Cost

Fixtures- At Kitchen Ceiling

1. Replace fixture at window, wall or ceiling mounted 2 bulb UL Approved, LED light-fixture with shade and lamps. Also, replace ceiling fan.

Bid Cost:	<u> X </u>	=	<u> </u>
	Base	Quantity	Total Cost

Range Hood Exterior Vented - Kitchen

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.

Bid Cost:	<u> X </u>	=	<u> </u>
	Base	Quantity	Total Cost

Work Specification

Attic Insulation Increase to R-38

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Den (Room #3)

Replace any decayed sub-flooring, joists, bands, wall studs or plates. Install 25 year warranted resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

Lead Based Paint Scope
& INSTRUCTIONS TO BIDDERS

2/20/2019
1347 Orvis Street

Address

Complete the following scope of work:

Item #	Feature	Method	Number	Cost P	COST
1	Interior / Exterior	Specialized cleaning of all interior floors and windowsills , include exterior front & rear porch decks and steps			
2	Interior- Room 1	Windows A1, A2, A3, B1 and B2 - white vinyl mini-blinds (lead contained within the matrix of the vinyl) Remove mini-blinds & complete specialized cleaning.			
3	Interior- Room 2	Window B1 - light blue vinyl mini-blind (lead contained within the matrix of the vinyl) Remove mini-blinds & complete specialized cleaning.			
4	Interior- Room 3	Windows C1 and C2 - white vinyl mini-blinds (lead contained within the matrix of the vinyl) Remove mini-blinds & complete specialized cleaning			
5	Interior- Room 4	Window D1 - white vinyl mini-blind (lead contained within the matrix of the vinyl) Remove mini-blinds & complete specialized cleaning.			
6	Interior- Room 8	Window D1 - white vinyl mini-blind (lead contained within the matrix of the vinyl) Remove mini-blinds & complete specialized cleaning.			
7	Interior- Room 10	Window A1 - white vinyl mini-blind (lead contained within the matrix of the vinyl) Remove mini-blinds & complete specialized cleaning.			
8					
9					
10					

11
12
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16
17
18
19
20

TOTAL

Contractors may submit an occupant protection plan on the form provided.

- 1 Contact Jim Roy to conduct inspections prior to repainting or other putback and Complete all interior work in a unit in a single day.
 - 2 Allow for replacement of 50 board feet of rotted wood.
 - 3 Unless otherwise noted any window or door removal and replacement
 - 4 Includes frame and trim on both sides.
 - 5 In lieu of complete removal, window frames may be enclosed with vinyl on exterior in accordance with all project manual requirements
 - 6 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.
- Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:

Address:

Start date :

Completion date :

Asbestos Scope
& INSTRUCTIONS TO BIDDERS

Address

9223 Old Moores Chapel Rd

Complete the following scope of work:

Item #	Feature	Method	Number	Cost	P. COST
1	Bath-	Drywal and Joint Compound tested positive for Asbestos.			
2	Kitchen-	Drywall and joint Compound tested positive for Asbestos. One vinyl floor covering layer tested positive for Asbestos			
3	Air- monitoring	Include air-monitoring test results in clearance report and a Maintenance Report.			

TOTAL

Contractors may submit an occupant protection plan on the form provided.

- 1 Contact Jim Roy to conduct inspections prior to repainting or other putback and Complete all interior work in a unit in a single day.
- 2 Allow for replacement of 50 board feet of rotted wood.
- 3 Unless otherwise noted any window or door removal and replacement
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In lieu of complete removal, window frames may be enclosed with vinyl on

- 5 exterior in accordance with all project manual requirements
- 6 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:

Address:

Start date :

Completion date :

Phone:



ROY CONSULTING GROUP CORPORATION

Providing integrated environmental and geotechnical solutions

1347 Orvis Street

Charlotte, NC 28216

SIDE C

SIDE B

SIDE D

SIDE A

NOT TO SCALE

Legend

= Window

= Door

X = Soil Sample Location

